



JERRY E. POWERS
Chief Probation Officer

**COUNTY OF LOS ANGELES
PROBATION DEPARTMENT**
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ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

53 June 19, 2012

Sachi A. Hamai
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EXECUTIVE OFFICER

June 19, 2012

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXTEND CONTRACT NUMBER 64011079 INSIDEOUT WRITERS, INC. TO
PROVIDE A WRITING PROGRAM FOR YOUTH AT PROBATION JUVENILE HALLS UNDER THE
JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA)**

(3 VOTES, ALL SUPERVISORIAL DISTRICTS)

SUBJECT

The County of Los Angeles Probation Department (Probation) is requesting approval to extend a contract with InsideOut Writers, Inc. to provide a writing program for youth at Probation juvenile halls under the Juvenile Justice Crime Prevention Act (JJCPA).

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Chief Probation Officer to prepare and execute a modification to extend a contract number 64011079 InsideOut Writers, Inc. to continue providing a writing program for youth at Probation juvenile halls in an amount not to exceed \$96,011 fully offset by JJCPA funds, for a six (6) month period to commence July 1, 2012 through December 30, 2012, after final approval by County Counsel.
2. Delegate authority to the Chief Probation Officer to approve the addition or replacement of any agency subcontracting with InsideOut Writers, Inc. and to execute modifications with approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to obtain Board approval to extend a contract with InsideOut Writers, Inc to continue providing a writing program for youth at Probation juvenile halls under the Comprehensive Multi-Agency Juvenile Justice Plan (Plan) authorized under JJCPA. The recommended contract extension will allow InsideOut Writers, Inc. to continue providing a writing program for youth 11 to 18 years old who have been found unfit for juvenile court and subject to long-term detention in juvenile halls. The program is designed to improve students' school performance by improving reading and writing skills, teaching students to communicate through writing and speaking rather than through violent means, and using the writings as a means of prevention by sharing the detained juvenile's experiences with at-risk youth. The successful delivery of the writing program shall effectively strengthen communication skills, while promoting responsible youth behavior and delinquent activities while being detained.

On April 26, 2011, the Board approved a one-year sole source contract with InsideOut Writers, Inc. provided the County received JJCPA funding from the State and directed Probation to concurrently issue an Request For Proposals (RFP) and return to the Board for further action before the contract with InsideOut Writers, Inc. expired. In July 2011, Probation's JJCPA FY 2011-12 budget was reduced by 17.2%. As a result, Probation delayed the release of the Writing Program RFP. In March 2012, Probation learned that JJCPA funding would likely be restored for the current fiscal year and for FY 2012-13. Subsequently, in April 2012, Probation released an RFP. Proposals received in response to this solicitation are currently being evaluated and Probation anticipates returning to the Board with a contract recommendation in December 2012. The contract with InsideOut Writers, Inc. expires June 30, 2012. The proposed extension will allow Probation to continued receiving the contracted services while finalizing the competitive solicitation process.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the Countywide Strategic Plan Goal #2, Children, Family and Adult Well-Being. Implementation of the recommendations will enable Probation to continue the coordination and collaboration of integrated services for probation youth and their families.

FISCAL IMPACT/FINANCING

The maximum contract amount is \$96,011, fully funded by JJCPA. Funding for this contract is in Probation's FY 2012-13 Proposed Budget. No additional NCC is required. The contract includes provisions for non-appropriation of funds and budget reductions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Chief Executive Office memorandum dated October 6, 1997, this contract contains County requirements regarding the hiring of participants of the GAIN/GROW and Jury Service Program.

In accordance with the Auditor-Controller memorandum dated March 2, 2000, this contract contains County requirements regarding contractor non-responsibility and debarment.

There is no departmental employee relations impact since this is not a Proposition A contract. The Department has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contract.

Probation will not request the contractor to perform services that exceed the Board approved contract amount, scope of work, and/or contract term.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will enable Probation to continue providing the writing program services as outlined in the JJCPA Plan.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jerry Powers", written in a cursive style.

JERRY E. POWERS
Chief Probation Officer

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c: Executive Office/Clerk of the Board
Acting County Counsel
Chief Executive Office